

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY  
EXECUTIVE & FINANCE AND NOMINATING & HUMAN RESOURCES MEETING**

**November 11, 2015**

**PRESENT:** Beth Relich, Marvin Rucker, Lisa Van Donsel, Pat Hickey, Joan Swigert, Barbara Robinson

**ABSENT:** None

**EXCUSED:** None

**ALSO PRESENT:** Devon Christianson, Kinsey Black, Debra Bowers

The meeting was called to order by Chairperson Rucker at 4:34 p.m.

**PLEDGE OF ALLEGIANCE**

**ADOPTION OF AGENDA:** Ms. Relich/Ms. Van Donsel moved to adopt the agenda. **MOTION CARRIED.**

**APPROVAL OF THE MINUTES OF October 17, 2014:** Ms. Relich/Ms. Hickey moved to approve the minutes of the October 17, 2014 Nominations and Human Resource Committee meeting. **MOTION CARRIED.**

**APPROVAL OF THE MINUTES OF June 24, 2015:** Ms. Van Donsel/Ms. Swigert moved to approve the minutes of the June 24, 2015 Executive and Finance Committee meeting. **MOTION CARRIED.**

**PROPOSED SLATE OF OFFICERS 2016:**

Mr. Christianson reported that the proposed slate of officers has been contacted and have agreed to serve in the following positions for 2016:

- A. CHAIRPERSON – MARVIN RUCKER**
- B. VICE-CHAIRPERSON – BARB ROBINSON**
- C. SECRETARY – PAT HICKEY**
- D. TREASURER – BETH RELICH**

Ms. Relich/Ms. Van Donsel moved to approve the slate of officers as listed on the agenda and present it to the Board. **MOTION CARRIED.**

**PLANNING FOR 2017 BOARD VACANCIES:**

Ms. Christianson indicated the Mr. Epstein, Ms. Maczka, and Ms. Swigert's terms are coming to an end at the end of 2015. Ms. Swigert has chosen not to renew for a second term at this time. As a result, there will be an opening on the Board for an older adult position. Ms. Christianson indicated that Barb VanderPutten is interested in applying for this position and currently volunteers at the ADRC as a notary. Ms. VanderPutten owned and operated a business with her husband selling software and equipment, has been a caregiver for family members, and is now retired. Another interested candidate is Bev Bartlett who recently retired from the Alzheimer's Association. Ms. Christianson indicated that she would forward Ms. Vanderputten's application material to Board Members prior to the December 10 Board Meeting. If approved at the Board Meeting, the applicant's information and recommendation from the Board would be sent to County Executive Streckenbach to be included at a County Board Meeting

for approval in January. Ms. Swigert agreed to remain on the Board until a replacement for her position has been found.

The Committee recommended that Ms. Christianson move forward with pursuing the applicants to fill the current positions.

Ms. Christianson also noted that Mr. Rucker, Ms. Hickey, Ms. Van Donsel, and Ms. Robinson's second terms on the Board will be coming to end December 2016. As a result of these vacancies, there will be three positions for older adults and one position representing physical disabilities.

In addition, Ms. Rasmussen and Supervisor Campbell's first term will be complete December 2016.

Ms. Van Donsel, representing physical disabilities, agreed to do outreach to physically disabled veterans for a replacement.

Ms. Christianson asked Ms. Robinson if she knew anyone who may be interested in representing the older adult population with an emphasis in the area of caregiving. Ms. Robinson agreed to do outreach in this area. Ms. Hickey, representing developmental disabilities, was asked if she knew any parents of a child with an intellectual disability. Ms. Hickey stated that she would look for interested individuals at Aspiro and Ms. Relich indicated that she would check the interest level of Special Olympic parents.

#### **85.21 DRAFT PLAN:**

Ms. Christianson referred to the Brown County Specialized Transportation Assistance Program draft plan handout and indicated that there was a modest increase to the allocation. A public hearing will take place Monday, November 16 at 3:30 p.m. at the ADRC to allow comments from the public. Previously, the Brown County Human Services Department facilitated a voucher program which brought rural persons with disabilities to work services. These participants have transitioned to Family Care Managed Care Organizations who are now responsible for transporting these folks into day services, etc. In 2016, Brown County Human Services department will continue to have a van driver to transport folks from rural communities to psychiatric appointments. Ms. Christianson also referred to corresponding budgets included in the draft plan.

This year there is a special project area on the plan that outlines potential projects that 85.21 could fund in 2016 following further exploration. The ADRC will collaborate with partners to improve access and/or expand services to older adults and individuals with disabilities in Brown County in one or more of the following ways:

1. Mobility Manager - purchase expertise consultation to develop and set up a system with a goal of our community having its own Mobility Manager
2. Collaboration with Casa Alba to expand transportation options for the eligible population within the Latina/o community by hiring a Spanish speaking driver
3. Volunteer Coordinator dedicated to transportation including increasing volunteers in the rural communities as we learn more about the needs and expansion in those communities
4. Expand service hours i.e. evenings, weekends (this might require some additional paid driver time)
5. Provide specialized transportation to ensure people with dementia are able to get to and from Memory Cafes

Discussion occurred amongst the Board around current transportation options and concerns around transportation gaps in the community. Ms. Christianson stated the final plan will be presented to the ADRC Board of Directors at the December 10<sup>th</sup> meeting for approval.

**ENTER INTO CLOSED SESSION:** Pursuant to 19.85 (1) of Wisconsin Statutes a closed session was held considering employment, promotion, compensation or performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility.

Ms. Hickey/Ms. Robinson moved to approve moving into closed session at 5:14 p.m. **MOTION CARRIED.**

**RETURN TO OPEN SESSION:** Pursuant to 19.85 (1) of Wisconsin Statutes a closed session was held considering employment, promotion, compensation or performance evaluation data of a public employee over which the governmental body has jurisdiction or exercises responsibility.

Ms. Van Donsel/Ms. Swigert moved to approve returning to open session at 6:18 p.m. **MOTION CARRIED.**

**A. EXECUTIVE DIRECTOR EVALUATION:**

The Committee made a combined motion to accept Executive Director's performance evaluation.

**ADJOURN:** Ms. Relich/Ms. Hickey moved to adjourn. The meeting adjourned at 6:19 p.m. **MOTION CARRIED.**

Respectfully submitted,

Kinsey Black  
Administrative Specialist